

MARGARET DONNELLAN TODD
COUNTY LIBRARIAN

January 4, 2005

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**ACCEPTANCE OF GRANT FOR LITERACY SERVICES PROGRAMS
(ALL SUPERVISORIAL DISTRICTS) (4 VOTES)**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Accept a grant in the amount of \$101,455 from the California State Library to allow the Public Library to enhance literacy services at seventeen library literacy centers throughout the County by participating in various California State Library Literacy Services programs.
2. Authorize the County Librarian to act on the County's behalf regarding the completion of all documents relating to the project as may be required under the conditions of the grant program, to expend the funds necessary for the completion of the project, and to meet the conditions of the grant.
3. Approve the attached appropriation adjustment (Attachment A) in the amount of \$101,000 to allow the partial funding of the Public Library's Literacy Coordinator position and the purchase of library materials and other necessary services and supplies to implement the grant funded programs.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The Public Library is requesting that the Board accept a grant in the amount of \$101,455 from the California State Library to allow the Public Library to enhance literacy services at seventeen library literacy centers throughout the County by participating in the following California State Library Literacy Services programs: Adult Literacy Services (ALS), Families for Literacy (FFL), and English Language Literacy Intensive (ELLI). The ALS will assist adults with minimal reading skills to improve their reading and writing in the English language in a one-to-one or small group instructional environment. By offering the FFL program at six library literacy sites, the Public Library will provide services that encourage reading and library use in families that include low literate adults and their pre-school children. Under the ELLI program, students, who were identified by school staff as English Language Learners, and their parents will work with library literacy staff to improve English language skills and increase self-esteem.

Your approval of the attached appropriation adjustment in the amount of \$101,000 will allow the partial funding of the Public Library's Literacy Coordinator position and the purchase of library materials, crafts materials, instructional aids, office supplies, and other necessary services and supplies to implement the grant funded programs.

Implementation of Strategic Plan Goals

The grant will result in quality library services to the public, consistent with the County's Strategic Plan goals in the areas of service excellence and children and families' well-being.

FISCAL IMPACT/FINANCING

The grant will provide funding for enhanced library literacy services to the public at no additional cost to the County. Acceptance of this grant does not commit the County to provide ongoing services.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

County policy requires that grants be submitted to the Board of Supervisors for acceptance. A Grant Management statement is included, as required, since the grant amount exceeds \$100,000 (Attachment B).

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Of the total grant amount, \$71,455 was based on a per capita amount per adult learner served in 2003-04 and a match on local funds raised and expended for adult literacy services. The remaining \$30,000 is the baseline grant amount.

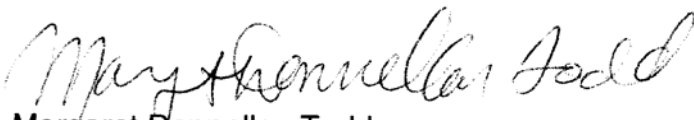
The ELLI program will continue the collaboration between Compton Library and the Clarence A. Dickinson and Rosecrans Elementary Schools, and begin a partnership with George Washington Elementary of the Compton Unified School District.

The seventeen literacy centers are located in the following libraries: Baldwin Park, Carson, City Terrace, Clifton M. Brakensiek, Compton, Duarte, Huntington Park, La Verne, Lynwood, Norwalk, Paramount, Pico Rivera, Quartz Hill, San Fernando, South Whittier, Valencia, and Walnut.

IMPACT ON CURRENT SERVICES

The grant will enable the Public Library to enhance literacy services in designated literacy centers to English-speaking adults, families with English language needs and children up to 5 years old, and lower elementary-aged students. This grant will also allow for the Public Library's continued collaboration with the Compton Unified School District in targeting the student population for improvement of English language literacy skills.

Respectfully submitted,



Margaret Donnellan Todd
County Librarian

MDT:WR:CYK:mr

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Attachments (2)

c: Chief Administrative Officer
Executive Officer, Board of Supervisors
Auditor-Controller

Los Angeles County Chief Administrative Office

Grant Management Statement for Grants \$100,000 or More

Department: Public Library

Grant Project Title and Description

The California State Library Literacy Services Program will enhance literacy services at seventeen library literacy centers throughout the County through the following programs: Adult Literacy Services (ALS), Families for Literacy (FFL), and English Language Literacy Intensive (ELLI). The ALS will assist adults with minimal reading skills to improve their reading and writing in the English language in a one-to-one or small group instructional environment. By offering the FFL program at six library literacy sites, the Public Library will provide services that encourage reading and library use in families that include low literate adults and their pre-school children. Under the ELLI program, students, who were identified by school staff as English Language Learners, and their parents will work with library literacy staff to improve English language skills and increase self-esteem. The ELLI program will continue the collaboration between the Compton Library and the Compton Unified School District.

Funding Agency

California State Library

Program (Fed. Grant #/State Bill or Code #)

California Library Literacy Services

Grant Acceptance Deadline

6/30/05

Total Amount of Grant Funding: \$101,455

County Match: \$419,458

Grant Period: 2004-05

Begin Date:

End Date: 6/30/05

Number of Personnel Hired Under This Grant:

Full Time: -0-

Part Time: -0-

Obligations Imposed on the County When the Grant Expires

| | | |
|---|--------------|-------------|
| Will all personnel hired for this program be informed this is a grant-funded program? | Yes___ | No___ |
| Will all personnel hired for this program be placed on temporary ("N") items? | Yes___ | No___ |
| Is the County obligated to continue this program after the grant expires? | Yes___ | No <u>x</u> |
| If the County is not obligated to continue this program after the grant expires, the Department will: | | |
| a.) Absorb the program cost without reducing other services | Yes___ | No <u>x</u> |
| b.) Identify other revenue sources (describe below) | | |
| | Yes___ | No <u>x</u> |
| c.) Eliminate or reduce, as appropriate, positions/program costs funded by the grant. | Yes <u>x</u> | No___ |

Impact of additional personnel on existing space:

None

Other requirements not mentioned above: None

Department Head Signature

Date: 12/22/04